Chair of the meeting: Larry Harmon

Committee Members Present: Barbara Simms, Academic Excellence Administrator, PCC; Jennifer Sherman, Dean of Business and Advanced Technology, PCC; Tom Elliott, retired; Allyn Ward, The Trane Company; Roger Weitzel, PCC; Amanda Corum, PCC; Steve Chorak, Workforce Center; Greg Kindell, Mars Pet Care; Larry Harmon, PCC; Vic Alfonso, Rexel; Patty Erjavec, President, PCC.

Recording secretary: Susan Pelto

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| 1. Introductions and Welcome | • Announcement: Greg Kindell announced that Mars Pet Care is ceasing operations in Pueblo on August 11.  
• The meeting was called to order at 11:22 am by Larry Harmon.  
• Everyone introduced himself/herself.  
•                                                                 |                    |
| 2. TAA Grant        | • Dean Sherman discussed the importance of the advisory committee meetings.  
• She described the purpose of the TAA Grant. PCC would like to submit for a grant to get people ready for entry-level jobs. She passed around a sheet with suggested courses for the program to be ranked by the attendees.  
• We want to know if this program fits with the grant.  
• The grant requires that we use some kind of technology (simulators, software) in teaching the students. We can purchase the technology with grant funds.  
• We would write a project manager position into the grant.  
• Focus of the grant is on unemployed folks: veterans, etc.  
• Steve Chorak asked about the “capstone” project. Mr. Harmon explained that they’d like to set up a production line of some kind that students would train on. Mr. Elliott: this would be a little labor intensive on the teaching side. Mr. Ward: we had a PLC class at our firm with a trainer that our folks really liked. They thought it was great, so real machinery would be even better. Mr. Kindell reinforced the message. He mentioned that there’s “Culture shock” when working on real equipment after working with a trainer.  
• We should know by Fall if we get the grant. Patty Erjavec arrived and was introduced by Jenny. |                    |
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| 3. President’s Comments     | • Studio Campus: Ms. Erjavec described the Studio Campus at 1st and Main. It is designed to create a friendly environment for veterans, displaced workers, etc. It will be close to the Workforce Center.  
  • Mentoring Program: We have a group of community people who have come forward to help with mentoring students. The mentors will refer students to resources to help them stay in school.  
  • International Program: We will be hiring someone to help us develop an International program.  
  • Advanced Manufacturing: We have reorganized so that all of our business and advanced manufacturing programs are under one umbrella. This includes the Small Business Development Administration office.  
  • TAA Grant: part of this is to develop ways to give credit for prior learning performed at the employers so that students can apply that to a degree or certificate.  
  • Employers are asking for students with the basic foundation to develop on the job.  
  • She discussed Energy Grant.  
  • We are the lead for the Health Care grant.  
  • Mr. Elliott: What brought me here was the building. They were actually making a part for a manufacturer here. It taught manufacturing students how to do it in production and maintenance students to maintain the machines. A major issue is that we are a state agency and can’t compete, etc. |                      |
| 4. Approval of the May 9, 2012 Minutes | • Will be done via email.                                                                                                                                                                                           |                      |
| 5. Recap of Previous Meeting | We had discussed adding this to the curriculum. Welding is all booked up. Could we do it through Workforce training facilities? Ms. Corum: maybe, however, we only have 6 booths. They did get built. Students can take them home to practice. Mr. Elliott displayed one. We did start doing this. Tom Elliott did it last summer. We may just offer this class when employers are available. We need employers to help us by taking |
  • WEL 130                                                                 |                                                                                                                                                                                                             |                      |
  • Electrical trainers                                                           |                                                                                                                                                                                                             |                      |
  • Internship coordinator                                                        |                                                                                                                                                                                                             |                      |
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<td>We have reduced the number of credit hours for internship from 6 to 3 in order to alleviate this problem. Tom Elliott discussed the places that are taking interns this summer.</td>
<td>Harmon will send Chorak curriculum sheet and course descriptions.</td>
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| 6. Changes made to curriculum | Mr. Harmon distributed copies from the catalog. He discussed the changes. Essentially we’ll be teaching electro-mechanical technology for a degree and a certificate.  
Mr. Chorak commented: Why is CAD in there? And it should have print reading. Why do we have networking and computer maintenance? I’d like to show this to Evraz, Goodrich, etc., to see what they think.  
Mr. Kindell: we don’t have our own IT department, so our department does it.  
Mr. Alfonso: make CAD an elective. Blueprint reading is needed. Welding is a good one to have.  
What about machining? Is it valuable? I think you should have machining and welding.  
One class of PLC isn’t enough.  
Digital Devices? Answer: That’s there to cover thyristors.  
Mr. Harmon clarified that the changes were to get the curriculum sheet to match the catalog.  
Chorak asked when we needed comments. Answer: In a couple of months.  
Mr. Ward: our plant has changed a lot in the last 4 years. We used to be big into machining. Now we’re mostly assembly. Basic machining would be valuable.  
Mr. Kindell: We have had some applicants who have never really used hand and power tools. Is there some way to catch students who don’t have those basic skills?  
How many hours is typical for a degree? Answer: 60 to 72 credit hours.  
Mr. Elliott asked for prints as Mars Petcare is decommissioning. | |
<p>| 7. Internships | Postponed. | |</p>
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<td>8. Simutech software</td>
<td>• Postponed.</td>
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| 9. Good of the Order | • Mr. Kindell asked for flexibility from PCC regarding employed students who have to be at work due to emergencies.  
  • Adjourned at 12:46 pm. |                     |

Submitted by Susan Pelto.